

JOB DESCRIPTION

Job Title:	Analysis and Outreach Manager
Location:	Khartoum, Sudan
Reporting to:	CSRF Director
Type of position:	National position (international applications are welcomed)
Grade and Salary:	Competitive with Benefits
Contract terms and hours:	Fixed-term, 12 months
<p>Background:</p> <p>Description of the Conflict Sensitivity Resource Facility (CSF):</p> <p>Saferworld has been working on and in Sudan and South Sudan since 2002, including on issues of community security, small arms control, and conflict-sensitive development. Saferworld is currently establishing the CSF aimed at supporting the integration of more conflict sensitive practices into the policies, practices and programmes of aid actors in Sudan. It draws upon Saferworld’s extensive experience of supporting similar processes in a range of contexts, coupled with our deep contextual knowledge and long-term, established relationships with Sudanese civil society from across the country. Over the past four years for example, Saferworld has designed and built up the Conflict Sensitivity Resource Facility (CSRF) in South Sudan. The CSRF has supported aid actors to promote deeper and more nuanced understanding of how aid interacts with conflict and to help them to build coherent and effective responses to the challenges of operating in South Sudan.</p> <p>The proposed project will support individuals and organisations to develop a deeper and more nuanced understanding of the context within which they are operating, with the aim of ensuring that interventions do not aggravate conflict and instead contribute to peace. It will support aid actors to do this by providing high-quality analysis, technical advice and capacity building, and by supporting lesson learning and the sharing of knowledge about complex conflict issues in Sudan. The approach will be informed by continuous consultation with a diverse range of local and international actors, and will adopt a flexible, iterative and adaptive approach. We have a strong thematic focus to our conflict prevention work prioritising: people’s security and access to justice services; gender norms that cause and perpetuate violent conflict; the impact of external conflict drivers including weapons flows; conflict-sensitive political, economic, development, and security engagement; and inclusive and accountable governance and peacebuilding processes. We currently have regional and country programmes in Central and South Asia, the Caucasus, Eastern Europe, the Horn and Great Lakes regions of Africa, and the Middle East and North Africa.</p> <p>Saferworld is committed to providing a safe and trusted environment that safeguards our staff, partners and communities. Our organisational integrity is derived from the values and principles that underpin and guide our work.</p>	
<p>Job purpose:</p> <p>The post holder will:</p> <ul style="list-style-type: none"> • Produce and support the production of regular and on-demand analysis. • Support the development, production, and review of CSF-led research projects. • Lead the CSF’s outreach activities, tailoring information products to reach more audiences through more platforms. • Lead the CSF’s donor reporting. • Support the ongoing development of the CSF strategy and other work streams. • Support and lead on different thematic issues relevant to conflict sensitivity in Sudan. 	

Roles and responsibilities:

In coordination with the CSF Team, the Analysis and Outreach Manager will:

Analysis

- Develop and produce both regular and on-demand written analysis for both donor and public consumption.
- Provide briefings and presentations to a range of audiences on the Sudan context and CSF work.
- Collaborate with the CSF team on side research and analysis projects.
- Support, review, and edit analysis produced by other CSF team members.
- Develop relationships and partnerships with a range of actors and institutions in Sudan engaging on analysis.

Supporting Research

- Contribute to the design and development of research projects, both through the Terms of Reference for the research as well as supporting the researchers.
- Review and edit research products produced by the CSF.
- Produce research briefing notes as requested.

Outreach

- Lead the CSF's outreach activities, developing a strategy to improve sharing of information, analysis, tools, and lessons learned.
- Tailor information products to reach more audiences through more platforms, including web based.
- Facilitate regular or one-off roundtables and events to promote joint analysis and responses.
- Engage with the communications teams at Saferworld to support coordinated outreach efforts.
- Support external meeting planning, in Sudan or regionally.

Reporting

- Support the collection of data for monitoring & evaluation and learning & reflection.
- Lead on the CSF quarterly reporting requirements.
- Support the design or redesign of CSF public products and milestone deliverables.

Support to other CSF Objectives

- As the CSF is a small team, the successful candidate will be a team player and able to wear multiple hats when needed. S/he will coordinate well with the other CSF outputs, and work to draw and apply lessons across the programme.

Key working relationships

- CSF Juba based team members
- Donor focal points
- Key selected Cluster members and UN agency contacts

Scope and accountability

Decision making and limits of authority	The Outreach and Analysis Manager is responsible for managing the analysis and outreach activities of the CSF, as well as supporting the CSF research activities. S/he leads on designing and implementing analysis and outreach activities, and ensures they are relevant the CSF's priorities and Theories of Change.
Financial resources	n/a
Other resources	Technical/editorial responsibility for CSF documents
People management	N/A
Legal, regulatory and compliance responsibility	Safeguarding compliance for consultants and independent researchers contracted by CSF

Person specification

Knowledge, qualifications and experience

- A Master's degree in relevant field, or commensurate professional experience.
- Excellent (fluent/native) English writing skills including editing and reviewing research and analysis.
- Excellent oral presentation skills.
- Relevant work experience with demonstrated analytical skills, preferably in the Sudan context.
- Experience working in humanitarian aid, development or peacebuilding sectors preferred

Skills and abilities

- Strong work ethic and ability to work independently or with little supervision.
- Strong ability to work in teams and collaborate on projects with a diverse team.
- Strong networker and effective at outreach, both online and in person.
- Ability and willingness to travel to the field (subnational) level in Sudan and comfort in extremely basic environments.
- Ability to plan and work within agreed timeframes
- Ability to demonstrate initiative and work well under pressure.
- Ability to manage budgets and handle administration and finance tasks for self at minimum.
- Excellent communication and interpersonal skills and ability to work with consortium based in different countries and time zones.

Personal qualities

- Enjoys networking and influencing
- Commitment to and compliance with Saferworld's safeguarding principles
- Commitment to respect and value equality and diversity, and understanding of how this applies to own area of work
- Commitment to own continuing personal and professional development
- Commitment to the vision, mission and values of Saferworld
- Commitment to improving international engagement in conflict-affected contexts and sharing experience-based ideas as to how this can be achieved.

Other requirements

- Travel to sub-national and remote locations in Sudan to areas recently affected by violent conflict may be required;
- Occasional travel in the East Africa region.

Terms and conditions

- **Probation:** There will be a probationary period of three months
- **Term:** This is a fixed-term contract pending funding received
- **Holidays:** 28 days holiday a year in addition to relevant public holidays
- **Salary range:** Competitive, with benefits
- **Hours:** The standard working week is 37.5 hours

Application process

To apply: Download and complete an application form at <http://www.saferworld.org.uk/jobs/jobs> and send to HR at jobs@saferworld.org.uk (Ref: CAOM)

Deadline for applications: 15 April 2021